


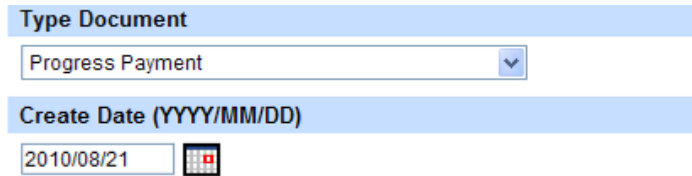


Inspecting a Progress Payment

Overview Progress Payments are payments made based on the cost incurred by the contractor as work progresses under the contract

Procedure Follow the steps below to Inspect a Progress Payment.

Step	Action
1	<p>After Logon, click on the Government link at the top of the screen.</p> 
2	<p>Click Inspection Folder.</p> 
3	<p>Select a DoDAAC from the DoDAAC drop down menu.</p> <p>Important! The DoDAAC is a required field. Select an appropriate DoDAAC from the drop down menu.</p> 
4	<p>Select the Progress Payment from the Type Document drop-down menu.</p> 

All other fields in the Search screen are optional. Users can enter in as much or as little information as needed to narrow their search.

Note: See “Searching for Active, Archived, or Contract Review” section for more information on using the search screen.

Continued on next page

Inspecting a Progress Payment

Procedure The steps below are continued from the previous page.
(continued)

Step

Action

5

Click the **Submit** button.

Submit

Help

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Click on the desired **Invoice Number** to open the document.

Inspection Folder for 'S0512A' (13 items, sorted by Contract Number)

Item	Type	Vendor (Payee)	Contract Number	Delivery Order	Shipment Number	Submitted	Shipped	Accepted	Status	Purge	Hold	Invoice Number
1	PP Pre-Pay	00099	BACK000000001	0001								PPRA001
2	PP Post-Pay	02DH1	DAAB0797DB608	0014								PPRA661
3	PP Pre-Pay	1DV75	DAAB0797DB608	0014								PPRA420
4	PP Pre-Pay	34RB9	DJK0912141461									PPRA004
5	PP Pre-Pay	34RB9	DJK0912141461	1100								PPRA110
6	PP Pre-Pay	34RB9	DJK0912141461	1100								PPRA111
7	PP Pre-Pay	34RB9	DJK2009120400									PPRA438
8	PP Pre-Pay	34RB9	DJK2009120400	1100								PPRA110
9	PP Pre-Pay	4VMG2	EMILYYTESTV50	0082								PPRA082
10	PP Pre-Pay	4VMG2	FINANCIALINFO									PPRA869
11	PP Pre-Pay	001G2	SAAV0909DB333	3333								PPRA111
12	PP Pre-Pay	001G2	SUESUE0978001	0001								PPRA002
13	PP Pre-Pay	4VMG2	TESTINGPR159E									PPRA856

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Review the data under the **Header** tab.

Inspector - Progress Payment (Pre-Payment Review)

Header

Costs

ACRN WS

Addresses

Misc. Info

Preview Document

Contract Number	Delivery Order	Issue Date	Small Business
DAAB0797DB608	0014	1998/08/13	N
Request Number	Request Date	Statement Of Costs Through Date	Invoice Received Date
PPRA420	2010/01/06	2010/01/01	2010/01/06
Financial Information Not Submitted	Financial Information As-Of Date	Date Financial Information Submitted to the Government	
<input type="checkbox"/>	2010/01/01	2010/01/05	
Contract Price (\$)	Progress Payments Rate	Liquidation Rate	Document Total (\$)
1,750,000	65 %	33 %	269,950.00

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Click the **Costs** tab and review the data.

Inspector - Progress Payment (Pre-Payment Review)

Header

Costs

ACRN WS

Addresses

Misc. Info

Preview Document

Contract Number	Delivery Order	Request Number	Invoice Number	Invoice Date
DAAB0797DB608	0014	PPRA420	PPRA420	2010/01/01
Line		Amounts (\$)		
5.	Contract Price	1,750,000		
6a.	Progress Payment Rate	65		
6b.	Liquidation Rate	33		
Section II - Statement Of Costs				
9.	Paid Costs Eligible Under Progress Payment Clause - <i>Reserved</i>			
10.	Incurred Costs Eligible Under Progress Payment Clause - <i>Reserved</i>			
11.	Costs Eligible for Progress Payments Under the Progress Payment Clause		623,000	
12a.	Total Contract Costs Incurred to Date		595,000	
12b.	Estimated Cost to Complete		25,000	
12c.	Total Estimated Cost of Performance		620,000	
13.	Item 11 Multiplied by Item 6a		404,950	
14a.	Financing Payments Paid to Subcontractors		150,000	
14b.	Liquidated Financing Payments to Subcontractors		95,000	
14c.	Unliquidated Financing Payments Paid to Subcontractors		55,000	
14d.	Subcontract Financing Payments Approved for Current Payment		35,000	
14e.	Eligible Subcontractor Financing Payments		90,000	
15.	Total Dollar Amount		494,950	
16.	Item 5 Multiplied by Item 6b		577,500	
17.	Lesser of Item 15 or Item 16		494,950	
18.	Total Amount of Previous Progress Payments Requested		225,000	
19.	Maximum Balance Eligible for Progress Payments		269,950	
26.	Amount of Current Invoice for Progress Payment		269,950.00	

Continued on next page

Inspecting a Progress Payment

Procedure The steps below are continued from the previous page.
(continued)

Step	Action																																
9	<p>Click the ACRN WS tab.</p> <p>Inspector - Progress Payment (Pre-Payment Review)</p> <div><div>HeaderCostsACRN WSAddressesMisc. InfoPreview Document</div><table><tr><th>Contract Number</th><th>Delivery Order</th><th>Request Number</th><th>Invoice Number</th><th>Invoice Date</th></tr><tr><td>DAAB0797DB608</td><td>0014</td><td>PPRA420</td><td>PPRA420</td><td>2010/01/01</td></tr><tr><th>Document Total (\$)</th><th>Worksheet Total (\$)</th><th>Difference (\$)</th><td colspan="2"></td></tr><tr><td>269,950.00</td><td>269,950.00</td><td>0.00</td><td colspan="2"></td></tr></table><div><table><tr><th>ACRN</th><th>Amount (\$)</th><th>Actions</th></tr><tr><td>AA</td><td>269,950.00</td><td>Delete ACRN</td></tr></table><table><tr><th>CLIN</th><th>CLIN Amount</th><th>Actions</th></tr><tr><td></td><td></td><td>Add CLIN</td></tr></table><div>Add ACRN</div></div></div> <p>Verify the entries on the ACRN WS. The acceptor may need to modify or add ACRNs or CLINS. This can be done by the links displayed under the Actions headers.</p>	Contract Number	Delivery Order	Request Number	Invoice Number	Invoice Date	DAAB0797DB608	0014	PPRA420	PPRA420	2010/01/01	Document Total (\$)	Worksheet Total (\$)	Difference (\$)			269,950.00	269,950.00	0.00			ACRN	Amount (\$)	Actions	AA	269,950.00	Delete ACRN	CLIN	CLIN Amount	Actions			Add CLIN
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		Add CLIN																															
10	<p>Review the Addresses and/or Misc. Info tabs as needed.</p> <p>Inspector - Progress Payment (Pre-Payment Review)</p> <div><div>HeaderCostsACRN WSAddressesMisc. InfoPreview Document</div></div>																																
11	<p>Click the Header tab and scroll to the bottom of the screen.</p> <p>Inspector - Progress Payment (Pre-Payment Review)</p> <div><div>HeaderCostsACRN WSAddressesMisc. InfoPreview Document</div></div>																																
12	<p>Click the checkbox that applies, then:</p> <p>Click the Submit button.</p> <div><div>ACTION BY: S0512A *</div><div><input type="checkbox"/> Recommend Approval<input type="checkbox"/> Recommend Reduced Amount<input type="checkbox"/> Recommend Rejection</div><div><div>Submit</div><div>Save Draft Document</div><div>Previous</div><div>Help</div></div></div>																																
13	<p>View the verification screen.</p> <p>Success</p> <div><div>The Progress Payment (Pre-Payment Review) was successfully recommended for approval.</div><div><table><tr><th>Contract Number</th><th>Delivery Order</th><th>Request Number</th></tr><tr><td>DAAB0797DB608</td><td>0014</td><td>PPRA420</td></tr></table><div>Email sent to Acceptor: hq-wawf@dfas.mil Email sent to Acceptor: sueswagg@yahoo.com Email sent to Acceptor: wawf_undel@ecedi.nit.disa.mil</div><div>Send Additional Email Notifications</div><div>Mon Oct 18 05:31:23 MST 2010</div></div></div>	Contract Number	Delivery Order	Request Number	DAAB0797DB608	0014	PPRA420																										
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